

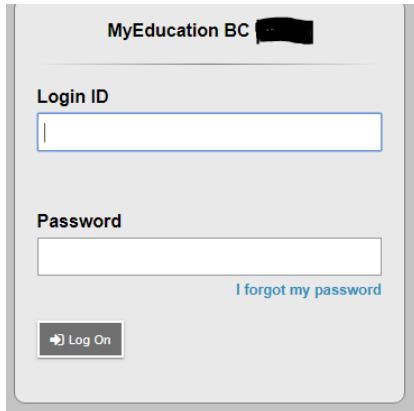
# MyEducationBC

## 1. Logging In

The MyEdBC website is <https://www.myeducation.gov.bc.ca/aspen/logon.do>

1. Enter your **Login ID** and **Password** (Login ID is the student's pupil number which will be 6 or 7 numbers in length) and use the password you used the last time you logged on.

## 2. Click Log On



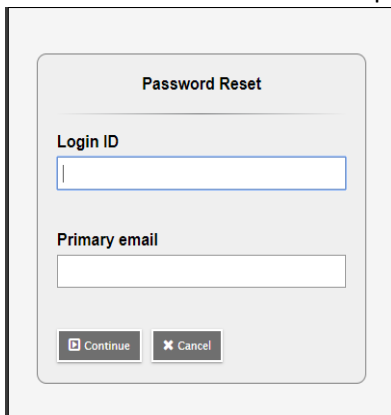
\*Please remember if we have created a temporary password for you, you will be prompted to reset your password and set a security question

### Password Requirements

- Minimum length is 8 characters
- At least one number and one symbol that isn't a letter or number
- At least one capital and lowercase letter
- Password cannot contain login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers

**You must use a laptop or desktop computer to initialize your Login account.** Some work computers and most smartphones may have a server firewall or popup blockers that prevent access to the website. Pop Ups should be enabled for some features of the site to work properly.

3. **Forgot your password?** Enter your Login ID (student number) and click on the "Forgot Password" link. A new box will pop up that looks like this:



You must enter your learn34 email address (this the only email account that can be used with MyEd.) Once you have done this, you will get another new pop up with the security question you chose when you set up your account. You must answer with the same answer you supplied before.

4. Once logged on, you will be able to:

- view your timetable
- do your course planning
- view basic demographic information
- see attendance for your classes
- view your marks, and report cards (when they are available)

## 2. Navigation

You will land on the Pages top tab every time you log in.

### Pages Top Tab



### Report Cards

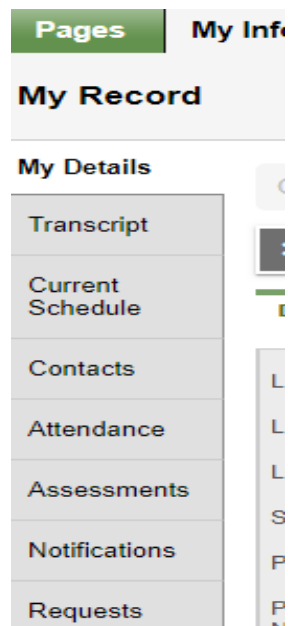
Report cards will be available to download February 5<sup>th</sup>. Published Reports – When a report card is published to the portal, it will appear under the Published Reports heading as a hyperlinked PDF document. You will receive an email that it has been published to the portal.

When report cards are published, they will be accessible in the Published Reports field as PDF's which can be viewed, printed or saved. We recommend printing or saving a copy of the PDF for future reference. Published Report Cards will only be available on the portal for 3 weeks.

*\* Published Report Cards are only available for the Current School Year.*

## 3. My Info Top Tab

This tab contains your demographic details. Each **Side Tab** contains specific information.



### **Current Schedule**

There are two ways to view your schedule: List View and Matrix View. You can toggle between the two views using the <<List view and Matrix view>> options at the top left of the screen.